



# PROPERTY-ONLY LOSS NOTICE FORM

(Member-owned Property)

Serious claims should be reported by phone immediately.  
 Call 1-800-526-1647 during business hours  
 or 1-203-804-5917 for after-hours emergencies - members only.  
 Reports of other non-emergency claims should be sent to:  
 LAPNEWCLAIMS@CCM-CT.ORG

CERT/Policy Number:		Effective Date:		<b>*Fields are Required</b>
Insured	Name*	Person to Contact*		Phone*
	Address*	Department*		
Claimant	Name*	Home Phone		Business Phone
	Address*	Department*		
Loss or Accident	Time & Date of Loss*		Loss Location*	
	Details of Loss or Accident*			
First Party Property Damage	Owner (If Other Than Insured)		Home Phone	Business Phone
	Address			
	Property Damage Description			
Remarks:				
Reported By Name*			Phone	Date
Please submit any photos or attachments via email to Property Claims Manager, Cynthia Mancini at <a href="mailto:cmancini@ccm-ct.org">cmancini@ccm-ct.org</a>				